

SHELBY ENERGY COOPERATIVE, INC.
ENERGY STAR® APPLIANCES PROGRAM GUIDELINES

PROGRAM DESCRIPTION:

The Energy Star Appliance Program (“ESAP”) provides an incentive to residential end-use cooperative members (“end-use members”) to purchase and install ENERGY STAR® certified appliances.

AVAILABILITY:

This program is available to all residential end-use members of Shelby Energy Cooperative.

PAYMENTS:

Residential end-use members of Shelby Energy will receive the following incentive for installing ENERGY STAR® certified appliances:

Refrigerator	\$100
Freezer	\$50
Dishwasher	\$50
Clothes Washer	\$75
Heat Pump Water Heater	\$300
ASHP Upgrade (specify)	\$300
Air Conditioning (Central)	\$300

ELIGIBILITY:

Residential end-use members of Shelby Energy may receive an incentive for appliances that meet the following guidelines:

- Product must be certified by the Environmental Protection Agency (“EPA”) as an ENERGY STAR® Appliance. Eligible models can be found on ENERGYSTAR.GOV.
- Product must be purchased after October 15th, 2014.
- Product must be fully installed and operational.
- Rebate application must be completed and original receipt or copy must be provided for verification.
- Receipt must include the following information:
 1. Retailer’s Name
 2. Itemized listing of product(s), including description(s), manufacturer(s), model number(s) or other identifying information. The receipt information must match the product information from the rebate application.
 3. Purchase price and proof that full payment was made
 4. Purchase date and date of delivery or installment (if installed by a contractor)
 5. For new construction, a Shelby Energy advisor (“energy advisor”) may enter the rebate application on behalf of the end-use member. For an application entered by the energy advisor, the application must be accompanied by a picture of the appliance model number and serial number. Rebate applications for new constructions will only be accepted through an energy advisor.

Refrigerators & Freezers

- Refrigerators must be greater than 7.75 cubic feet in capacity and at least 20% more energy efficient than the minimum federal government standard (NAECA).

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- End-use members may apply for one ENERGY STAR® certified refrigerator and one (1) ENERGY STAR® certified freezer rebate per calendar year per member metered account. A maximum of two rebates within this appliance category (refrigerators and freezers) will be allowed per metered account.

Dishwashers

- End-use members may apply for one (1) ENERGY STAR® certified dishwasher rebate per premise/location per calendar year. A maximum of two (2) rebates within this appliance category (Dishwashers) will be allowed per premise/location.

Clothes Washer

- End-use members may apply for one (1) ENERGY STAR® certified clothes washer rebate per calendar year per metered account. A maximum of two (2) rebates within this appliance category (Clothes Washer) will be allowed per metered account.

Heat Pump Water Heater

- End-use members may apply for two (2) ENERGY STAR® certified heat pump water heater rebate per calendar year per premise/location. A maximum of four (4) rebates within this appliance category (Heat Pump Water Heaters) will be allowed per premise/location.

Air Conditioner and Heat Pump

- Rebate application must be completed, signed and returned with an original or copy of the receipt and the Air-conditioning, Heating, and Refrigeration Institute (“AHRI”) certificate obtained from the HVAC installer.
 1. AHRI certificate must list model numbers for the condenser unit (outside unit) and evaporator coil (indoor unit).
- End-use members may apply for up to three (3) ENERGY STAR® certified heat pumps or air conditioner rebates per calendar year per premise/location. A maximum of six (6) rebates within this appliance category (Air Conditioners and Heat Pumps) will be allowed per premise/location.

LANDLORD/TENANT RELATIONSHIPS:

Notwithstanding the forgoing, a landlord who rents to a tenant who is an end-use member of Shelby Energy shall also be eligible to participate in the ESAP program regardless of whether said landlord is also an end-use member of Shelby Energy. A landlord may be eligible for the same number of incentives per calendar year as a metered tenant end-use member.

METHODS OF APPLICATION:

1.) Web Application

An end-use member portal – Energy Efficiency Collaborative Platform (EECP) - will be established through EKPC’s DSM tracking program –and personalized to Shelby Energy’s logo/branding. Shelby Energy will maintain a link on its home web page that directs the end-use member to the EECP appliance portal.

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CONTRACTOR ROLES AND RESPONSIBILITIES:

The contractor will provide the facilities, resources, and personnel to administer appliance verification for the ESAP program. Contractor delivery of ESAP services includes the following main areas:

- Interfacing with EECP, database management, and reporting
- Incentive processing and payment distribution
- Program Reporting

Interfacing with EECP, database management, and reporting

Contractor will be established as a trade ally in EECP.

- 1) Contractor will utilize EECP to verify end-use member eligibility once a rebate request has been received.
- 2) Contractor will interface with EECP to provide follow-up data on completed rebates.
- 3) Contractor will enter phone applications directly into EECP end-use member portal.

Incentive processing and payment distribution

- 1) Contractor will be responsible for issuing checks for all rebate applications regardless of the method of which they were received.
- 2) Contractor checks must be branded with Shelby Energy logo and mailed to the address for the participating end-use member.
- 3) Contractor will notify EKPC of payment through EECP.
- 4) Contractor will fulfill incentive payments within four (4) weeks of application for appliance rebates.

Program Reporting

The Contractor is expected to keep EKPC informed of the Program's progress. This communication is expected to be both informal (i.e., phone calls and e-mails), and through formal reporting.

QUALITY ASSURANCE:

- EECP appliance portal will cross reference all applications received to ensure duplicate applications do not exist.
- Contractor will perform a quality assurance check of each receipt submitted for:
 - Model and Serial #'s on receipt match #'s submitted on the web page
 - Each appliance will be verified as an ENERGY STAR® Appliance through the www.Energystar.gov online directory of qualifying appliances.

TERM:

The ESAP is an ongoing program.